CSA Workgroup Telecon Update
September 29, 2005

Roll Call: John Magruder, Shobhana Kannan, Sriram Aravomudham, Anka Ninnemann, and Steve Kalabokes are present for the telecon.

General: Steve begins by explaining that there is a website out on Sharepoint where you can post all of the CSA information (status sheets, updates, etc.). Steve will send out the URL to those that don't have it yet. John Magruder, Sriram and Sharron Allison have not been added yet to the Sharepoint site, Sharron will be added so that minutes may be posted on the site for all to view. The Sharepoint site is located under Configuration Management (CM), Operational Services. Steve would like to use Sharepoint to keep track of everyone's progress on this task, it's also a useful tool for information such as related documents, and other pertinent information housed in one area and you don't have to worry about sending large documents over e-mail.

In general, at the last telecon held in September, John Magruder volunteered to accept AF TechNet and report the status of that system. With no one having issues at this point, Steve explains the most important issue before research begins would be is the system funded. If funded, do they have a stable source of funding; if they don't then you might not want to waste your time unless they are in the process of funding the system. Once the funding has been researched, you want to find out what kind of information is housed there, what kind of information can we expect to derive from the system, is it the source system for the information. Once these facts have been established, you should ask for a data dictionary (if one exists) or if not, the task becomes more difficult. You would have to sit down with the Program Manager to find out exactly what their database looks like, and try to get a description of the various fields that are there. By having this information available we can determine whether we can meet the requirements that we have outlined during the workshop, which is the list of data sources we are seeking to populate CSA. It is our expectation that we will not be recreating information but getting information where we can and making this information available to the end user who could be a Configuration Manager, or senior manager for that matter.

Once these items have been completed we need to compare their data dictionary or a list of their data elements against our list (CSA data requirements). We need to ensure that what we are looking at is what we are asking for; you may need to go to the Program Manager to get a clarification. Once the data element has been identified and checked off against the CSA list, you might want to indicate which table you found it in, whatever they have named it in their system, what is it called, the description of the element (alpha character, how many positions it takes up). Put this info right next to the check mark of the items in question, and also put what they (Program Office) call it in their table, what is the field width, what type of character it is, etc.

Once all of this information has been completed, it will be time to start putting together interface requirements. At this point of time, Steve will see if he can get help from those that have put together interface requirements, spec's or documents to help formulate these. Our end goal is to come up with requirement documents and provide them to Win Battle with an explanation of

what these systems will provide, the limitations, what data we can't come up with as far as CSA is concerned, and some possible strategies in a final report as to where we might find the data.

Early next year (2006) Steve would like to set up a meeting in order to fully develop the interface documentation, the team needs to pick a location and the budget will have to be a consideration. He would like to finalize CSA and put together the documents of interest. Once this is completed they will provide the documents to the WebCM Program Office where it is to be hosted per the recommendations from the AVA study.

Status of Research:

John Magruder: Harvest, LIS, TechNet

John explains that he has sent information to Sriram with update information, contact information and he explains he still has some work to do on each of his three systems. He is not sure if LIS has a data dictionary but states Harvest and TechNet both have the data dictionary. Sriram suggests that a new LIS may be put into place, John has not heard anything on this, but will check into it.

Shobhana Kannan: NIMS

Shobhana has not devoted much time to the NIMS, but has acquired a lot of material on NIMS. She needs identify the contacts and will have this completed by the next telecon.

Steve Kalabokes: ProjectWise, FSEP

Steve explains that he has ProjectWise point of contact information, but he only has data attributes, (not a data dictionary). He does not foresee this system as contributing to the CSA because it will handle as-built facility drawings, not equipment. He does not have a description of each of the data elements; he will work through this with the individuals that manage this. He will match this to his own CSA dictionary.

Steve has begun to map the FSEP requirements to CSA requirements. He feels he doesn't have a complete data dictionary for FSEP and will verify that with the system owner. He will put his progress with FSEP out on the Sharepoint site to show the group how he is mapping to the set of accounting table. Before the next telecon Steve will post out on Sharepoint what he has done so far for the group to be able to view. His spreadsheet with status is already out on Sharepoint but does need more work. Steve has a list of items that he will go over with the Program Manager to make sure he understands the data elements and whether they meet the CSA requirements.

Sriram Aravamudhan: RTP, AITS

He has contact names for both systems. With RTP, he spoke with the Program Manager and submitted a copy of our CSA requirements list to him. RTP has nothing that matches or is what Sriram is looking for so he thinks that RTP should be taken off of the list. To make sure he has not overlooked something that can be used in CSA, he has requested a copy of the data

dictionary and data elements for the RTP system, he has not received his copy as of yet but feels that RTP can be taken off the list.

Sriram has been in contact with AITS, and he does have a data dictionary with him, but he believes it is a partial list. He will coordinate with the Program Manager to make sure he is not missing any information in the dictionary.

Anka Ninnemann: JAI

She has the point of contact for JAI, Greg Clark who is in Great Lakes Region. She does have a data dictionary which is large. What she didn't find in the dictionary was the CM related NCP number. She explains that most regions use JAI frequently and that it is a new system (about one year) it does not have funding, hardware is being maintained at Headquarters and Greg Clark is doing the software maintenance in Great Lakes. She is not sure how this will work if they don't track the NCP numbers. JAI has job control numbers, order numbers, cost center codes; this information is what we share. She will look into the NCP process by talking to Will Helm in Great Lakes. Anka will ask how they track serial numbers. She needs something that will describe the data elements themselves.

Sriram explains to the group not to worry about NCP's or tracking changes. Focus on the data dictionary and data elements to compare to the CSA requirements, to find the common element between all of the systems to use to match them up. If the other members are having trouble getting a data dictionary, Sriram suggests showing the Program Manager the CSA requirements to check off the items that are in their system.

FIAT will not be researched as it is a "dead" system.

The discussion is the Sharepoint site; Steve wants to know who has accessed it and who hasn't. Steve will add those names to Sharepoint that don't have access.

Sriram explains that the Interface Management course is being offered again at Headquarters. He also spoke to the instructor and they explained that if you don't attend the class they do not distribute the course material. Steve would like to see if he could fund John Magruder of the Aeronautical Center to travel so that he can attend the course. Steve will find out how often the course it taught and look into the travel budget for next year.

Steve will be thinking of a future meeting for the CSA to pull all of their information together. The group can then make a presentation to the CM Workshop who has their off-site meeting usually in May. The CSA will be presented to the CM Workshop and this is what the group has defined as requirements for CSA and how you can go about getting the CSA data from the existing systems, there will have to be something designed around the CSA. This is Steve's goal for the next CM Workshop. The progress for each one of the systems is being tracked by Faye Jordan, BAE Systems. John Steele of CM wanted to know how far along the CSA was, with Steve explaining that 70-80% of the work is in mapping the databases of the various systems with the requirements for the CSA and the development of the interface requirements documents and specifications..

ADJOURN: Steve thanked everyone for their attendance, and added if anyone has questions in between telecon's please e-mail him or you can call him at his office at 202-267-7411. If you need assistance let the group know. If someone is freed up ion their research perhaps they can assist another member.

With no more comments the telecon was adjourned at 1:10 EDT.

Assignments from previous telecons

- **Individual Work Activities: These activities should be completed by March 20th at the latest to allow us to meet a target of May 19th (anticipated time frame for next CM Workshop) with all other required documentation.**

Steve outlined the requisite steps in completing this task and asked the team if anything else needed to be considered. There was no additional input. The steps are as follows:

a. Obtain data dictionary or SME information (need to determine data format and underlying database management software)
b. Obtain access to the tool assigned
c. Interface with tool to identify what data elements are available and develop a mini-guide on how to access the targeted system and the appropriate screen containing the data of interest.
d. Identify the scope of system, i.e. standard systems only…standard and non-standard systems, ARTCCs only, TRACONs only, and targeted user, etc.
e. Interface with system owner to detail any enhancements that may impact the database.

- ## Team Activities:

a. Development of an MOA for CSA access to targeted system database
b. Development of an IRD for each of the system interfaces
c. Identify what data elements cannot be accommodated by existing systems.
d. Identify possible avenues for collecting the missing data elements
e. Develop cost estimates for developing new database tables/Portal or functionality within Web CM as necessary
f. Develop final report and recommendations for achieving a CSA

The goal is to develop a set of IRDs with each targeted system providing useful information for the CSA and meeting the criteria outlined in the out-briefing given during the CM workshop in New Orleans. When all of the requirements documents and IRDs are complete, the information will be turned over to the Web CM program office for development in accordance with the direction provided via the AVA study. The Web CM will then determine how best to meet the requirement.

Attached below in the table is the set of data requirements agreed as being necessary for an effective CSA:

Item Configuration Identification	
Make	X
Model	X
FAA Type Number	X
Bar Code	X
Location identifier	X
Owner Service Unit (OPI, System owner)	X
Version Number (Software)	X
CI Description	X
CI Identifier	X
Serial Number	X
Contract Number	X
Acceptance Date (not installation date)	X
Commissioning Date	X
Inspection Date	X
Warranty Expiration Date	X
COTS	X
Maintenance Expiration Date	X
Maintenance Concept (CDLS, ICDLS, CMLS, ICMLS; organic)	X
Manufacturing Date	X
Outage Documentation (TechNet)	X
Actual Cost of Equipment	X
Actual Cost of Labor for Installation	X

Configuration Change	
Case File Number	X
NCP Number	X
Case File Origination Date	X
NCP Issuance Date	X
Title	X
Priority	X
Scope	X
CCD Adjudication Date	X
CCD Closure Date	X
Originator of CF	X
Originating Organization	X
Withdrawal Date	
Date Mod Installed	X
CCD Number	X
CCD Status	X
Estimated Cost	X
Actual Cost of Mod	X
Modkit Quantity	X
Date Audit Conducted	X
Date Audit Completed	X
Actions Open/Closed	X
Location of Audit	X
SSD Number	X
SSM Number	X
LEM Number	X
Configuration Documentation	
Document Number	X
Document Title	X
Revision Status	X
Revision Letter	X
Version Number	X
Type of Document	X
Revision Date	X
TI Manual(s)	X

Volunteer	System for Research	Steps Involved				
		Identify system scope	**Obtain data dictionary or SME information**	**Obtain access to the tool assigned**	**Identify data elements available within tool and develop guide for access to same**	**Detail any enhancements that may impact the database**
John Magruder	Harvest and LIS					12-29-05
Denise Dunlap	DOCCON					10-31-05
Win Battle	WebCM					3-28-06
Shobhana Kannan	NIMS					12-5-05
Steve Kalabokes	ProjectWise					11-15-05
Sriram Aravamudhan	RTP, AITS					11-15-05
Anka Ninemann	JAI					11-30-05
John Magruder	TechNet					
Steven Kalabokes	FSEP					12-30-05
Anka Ninneman	FIAT					3-28-06

The above chart depicts the name of each CSA member, the system they have been assigned to research and the date of completion.